

**Central Point  
City Hall  
541-664-3321**

**City Council**

**Mayor**  
Hank Williams

**Ward I**  
Bruce Dingler

**Ward II**  
Kelly Geiger

**Ward III**  
Ellie George

**Ward IV**  
Allen Broderick

**At Large**  
David Douglas  
Rick Samuelson

**Administration**  
Chris Clayton, City  
Manager  
Deanna Casey, City  
Recorder

**Community  
Development**  
Tom Humphrey,  
Director

**Finance**  
Bev Adams, Director

**Human Resources**  
Barb Robson, Director

**Parks and Public  
Works**  
Matt Samitore,  
Director  
Jennifer Boardman,  
Manager

**Police**  
Kris Allison Chief

**CITY OF CENTRAL POINT  
Study Session  
June 30, 2014**

**I. REGULAR MEETING CALLED TO ORDER – 6:00 P.M.**

**II. DISCUSSION ITEMS**

- A. Special Event/Road Closure Discussion
- B. Debt Consolidation Project
- C. Mobile Vendors Discussion

**III. ADJOURNMENT**

WORK SESSIONS ARE INTENDED FOR DISCUSSION. NO ACTION WILL BE TAKEN ON THE AGENDA ITEMS AND NO DECISIONS WILL BE MADE. NO ORAL OR WRITTEN TESTIMONY WILL BE HEARD OR RECEIVED FROM THE PUBLIC.



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## ***Parks & Public Works Department***

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### **MEMORANDUM**

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**TO:** CITY COUNCIL  
**FROM:** MATT SAMITORE  
**SUBJECT:** PRIVATE SPECIAL EVENTS - DISCUSSION  
**DATE:** JUNE 26, 2014

#### **BACKGROUND/SYNOPSIS:**

Over the past year the City has been gathering information about the impact on private special events and their fiscal and social issues. Currently, most special events are free, unless associated within a park then they fall under the existing fee schedule. However, the current fee schedule does not deal with street closures, block parties and traffic control issues.

In reviewing the special events here are some issues that have:

1. Special Events on holidays – Should special events, such as private fire work displays, street closures and block parties be allowed on holidays?
2. Free or Paid Permits – Currently the city does not charge for special events associated with street closures. However, there is cost with setup, tear down and emergency call out when the barriers are not maintained.
3. Traffic Control – Depending on the type of closure a specific traffic control plan showing detours are required by Oregon Law. Currently the City is doing them for the applicants. Should this be the case?
4. City Leased Property – Several events are occurring on land that is owned by School District 6 and leased to the City at Twin Creeks. Should we be letting these occur?

#### **Potential Solutions:**

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Solutions could be requiring these type of permits to rent their own equipment and pay a fee for City on-call staff to deal with weekend call outs. Also potentially banning them on holidays.



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## ***Parks & Public Works Department***

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### **MEMORANDUM**

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**TO:** CITY COUNCIL  
**FROM:** MATT SAMITORE  
**SUBJECT:** MOBILE VENDORS  
**DATE:** JUNE 26, 2014

#### **BACKGROUND/SYNOPSIS:**

Currently the City does not have any specific rules on regulating Mobile Vendors. Several issues have come up in how to regulate these types of businesses.

1. Business Licenses – Currently the City is not requiring business licenses for these types of businesses. Staff would like Council's perspective on this. All other contractors doing work in the city are required a license.
2. Vehicle Check – Several Cities' require copies of the mobile vendor's vehicle registration.
3. Park Use – These vehicles are entering city space to sell their food products. How does the city effectively regulate these businesses? Do we allow a designated spot for them, or prohibit them?
4. Back Ground Checks - Some Cities require background checks for mobile vendors. However, there are some potential legal issues for doing so. Staff will explain the issues from our City Attorney at the meeting.

#### **Parks Commission**

Parks Commission recommended continuing to prohibit mobile vendors in the park. However, each of the city parks has a city street adjacent to it, so there is no way to effectively doing this action. Staff would like Council's perspective on the current code language prohibiting them in the parks.

#### **Discussion**

Staff would like Council's opinion on the current issues and recommendations for additional rules regulating mobile vendors in the City and City Park System.